

**Youth Apprenticeship Advisory Committee**

***March 16, 2022 Meeting***

Minutes

Attendees: Chairperson Grant Shmelzer, Assistant Secretary James Rzepkowski, Deputy Assistant Secretary Erin Roth, Lauren Gilwee, Chris MacLarion, Michelle Butt, Jeffrey Smith, Marquita Friday, Jennifer Griffin, Shauntia Lindsay, Todd Sabin, Jason Hardebeck, Wendy Moore, Brian Cavey, Jill McClune, Sarah Sheppard, Jane Sinclair, Sheila Jackson, Jennifer Runkles, Lloyd Day, Faith Ramsburg, Chuck Marquette, Dylan McDonough

1. **Welcome and Introductions**

The meeting was convened at 8:00 AM by Chairperson Grant Shmelzer.

1. **Approval of Minutes**

Jill McClune made a motion to approve the 01-19-2022 minutes and it was seconded by Michelle Butt. The minutes were approved unanimously.

1. **Discussion Regarding Status of Apprenticeship Maryland Program (AMP)**
2. Number of Total Youth Apprentices

2016-2017 School Year: 11

2017-2018 School Year: 27 (12 FCPS; 15 WCPS)

2018-2019 School Year: 47 (23 FCPS; 23 WCPS; TCPS 1)

2019-2020 School Year: 74 (3 ACPS; 3 DCPS; 21 FCPS; 19 HCPS; 2 KCPS; 5 QACPS; 8 TCPS; 13 WCPS)

2020-2021 School Year (to date): 90 (1 ACPS; 4 BCPS; 8 DCPS; 19 FCPS; 23 HCPS; 2 KCPS: 6 SMCPS; 4 TCPS; 22 WCPS)[[1]](#footnote-1)

**2021-2022 School Year (to date): 128 (1 ACPS; 1 AACPS; 10 BCPS; 3 Calvert; 1 Caroline; 2 Carroll; 1 Charles; 7 DCPS; 12 FCPS; 20 HCPS; 2 MCPS; 1 PGCPS: 24 SMCPS; 3 TCPS; 39 WCPS; 1 Wicomico)**

1. Number of Participating Businesses

2016-2017 School Year: 14

2017-2018 School Year: 44

2018-2019 School Year: 109 unduplicated employers (9 ACPS; 5 CCPS; 6 DCPS; 46 FCPS; 20 HCPS; 5 KCPS; 6 QACPS; 5 TCPS; 35 WCPS)

2019-2020 School Year: 171 unduplicated employers 13 Allegany; 13 Baltimore City; 23 Baltimore; 12 Caroline; 12 Carroll; 17 Dorchester; 53 Frederick; 33 Howard; 12 Kent; 23 Montgomery; 15 Queen Anne’s; 5 St. Mary’s; 16 Talbot; 43 Washington; 2 Wicomico)

2020-2021 School Year (to date): 236 unduplicated employers (to date) 14 Allegany; 1 Anne Arundel; 17 Baltimore City; 27 Baltimore; 17 Caroline; 19 Carroll; 6 Calvert; 22 Dorchester; 58 Frederick; 41 Howard; 12 Kent; 29 Montgomery; 5 Prince George’s; 18 Queen Anne’s; 21 St. Mary’s; 19 Talbot; 44 Washington; 4 Wicomico)

**2020-2021 School Year (to date): 286 unduplicated employers (to date) 19 Allegany; 23 Anne Arundel; 18 Baltimore City; 35 Baltimore; 14 Calvert, 28 Caroline; 23 Carroll; 5 Charles; 26 Dorchester; 61 Frederick; 13 Harford, 39 Howard; 16 Kent; 31 Montgomery; 22 Prince George’s; 28 Queen Anne’s; 32 St. Mary’s; 24 Talbot; 56 Washington; 13 Wicomico)**

1. Number of Participating School Systems

2016-2017 School Year: 2

2017-2018 School Year: 2

2018-2019 School Year: 11 (ACPS; BCPS: CCPS; DCPS; FCPS; HCPS; KCPS; QACPS; SMCPS; TCPS; WCPS)

2019-2020 School Year: 16 Allegany, Baltimore City, Baltimore, Caroline, Carroll, Dorchester, Frederick, Howard, Kent, Montgomery, Prince George’s, Queen Anne’s, St. Mary’s, Talbot, Washington, Wicomico

**2020-2021 School Year (to date): 20 Allegany, Anne Arundel, Baltimore City, Baltimore, Caroline, Carroll, Calvert, Charles, Dorchester, Frederick, Harford, Howard, Kent, Montgomery, Queen Anne’s, Prince George’s, St. Mary’s, Talbot, Washington, Wicomico**

1. Current Average Hourly Wage: $13.49 (ranges from $11.75 to $15.00)
2. Number and Percentage of AMP Students Also With Status as Registered Apprentices (2020-2021 School Year): 29 (32%). **Number and Percentage of AMP Students Also With Status as Registered Apprentices (2021-2022 School Year): 21 (16.4%).**
3. Industry representation for currently registered youth apprentices:

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| --- |
| **AMP Business Percentages as of 03-14-2022** |
| *Industry Sector* | *# of Youth Apprentices* | *% of Total* |
| Aeronautics | 1 | 0.8% |
| Architecture | 2 | 1.6% |
| Association Management | 1 | 0.8% |
| Automotive | 10 | 7.8% |
| Business | 4 | 3.1% |
| Construction | 32 | 25.0% |
| Education | 7 | 5.5% |
| Engineering | 2 | 1.6% |
| Finance, Banking and Real Estate | 1 | 0.8% |
| Furniture Repair | 1 | 0.8% |
| Government | 4 | 3.1% |
| Healthcare | 12 | 9.4% |
| Hospitality and Tourism | 9 | 7.0% |
| Information Technology | 1 | 0.8% |
| Manufacturing | 36 | 28.1% |
| Transportation and Logistics | 5 | 3.9% |
| **Total** | **128** | **100.0%** |

Program Manager Jeffrey Smith provided an overview of the data shown above. The Apprenticeship Maryland Program (AMP) continues to set records. As a breakdown, the highest reported numbers are from Washington County with 37, followed by St. Mary’s with 24, Howard has 20 and Frederick with 12. Moreover, 3 new apprentices have come on board just this week.

At present, the program has 272 approved businesses, 13 new YA employers and a total of 20 school systems with 4 that remain uncommitted. The average hourly wage increased to $13.44, primarily due to the new state minimum wage. What’s more - some employers are paying a higher rate, between $18 - $20 hourly. This pushes the average hourly rate up. As of this meeting, 18 of 115 students are dual registered Youth Apprentices (15%) which is slightly smaller than last year, with potential to grow. Manufacturing Construction and Automotive continue to maintain the top 3 industries, respectively.

Chairman Shmelzer noted that we are seeing a lot of employers bumping up the normal starting salary. This increase is most likely driven by retailers like Wawa bumping up their wages.

1. **MSDE Update**

The Maryland State Department of Education (MSDE) Director of Career Programs, Marquita Friday and Education program Specialist Jennifer Griffin shared some updates:

* During the November 2021 YAAC meeting, MSDE was tasked with conducting a survey, and as of the time of this meeting, are waiting on 4 school systems to respond.
* Cecil County is considering the adoption of the youth apprenticeship Program of Study for its students.

Chairman Shmelzer asked if there would be any value in having a member of the Department of Labor to partake in these coordinator meetings on a regular basis, to listen in and thereby available to provide direction and answers to whatever questions they may have.

MATP Director Chris MacLarion noted that MD Labor would be happy to have representation at these meetings.

1. **Policy Update – Commencement of Policy Development Process and Background**

Director of Policy Lauren Gilwee provided an update with regard to this process.

The YA legislation sunsetted, but the program continues to function under the same rules of that legislation. MD Labor will be developing a YA policy to provide clear guidance, uniformity, and to address recurring issues. The MD Labor Division of Workforce Development and Adult Learning (DWDAL) Policy Unit has convened a group of subject matter experts (SME) to weigh in on the policy development. Individuals are currently being identified for the YA policy, and the SME group will include employers/Sponsors and representation from MD Labor, MSDE, LPSS’, Commerce, etc. This is a very collaborative process. The policy will capture all elements of the system to ensure that this program runs smoothly and to provide a framework to move forward.

The policy kickoff was held in October 2021. Work on this process was temporarily paused so as to get feedback from surveys. The group will be able to pick the policy work back up, thereafter. It is anticipated that this process can restart in late March, with the whole process taking about 2-3 months. The plan is to aim for a June / July policy issuance. A complete policy timeline will be prepared for the next YAAC meeting in March 2022.

The committee then discussed the results of the planned employer survey. MATP Director Chris MacLarion noted that the purpose of the survey is to reach out to each of the employers to identify if they are still there, if they are still involved with Youth Apprenticeship, if they want to be involved with Youth Apprenticeship and if they really will not be hiring.

Results of the Survey Calls are summarized below.

Highlights:

271 employers were contacted by MD Labor staff in some form (100.0% of total approved employers)

253 employers were responsive in some manner (93.4% of total)

18 employers were non-responsive (6.6% of total)

258 employers want to continue participating

8 employers do not want to participate going forward

5 employers were defunct, out of business, or moved out of state

5 employers requested to change schools systems

Detailed Summary:

1. Of the currently 271 approved youth apprenticeship employers, all were contacted through one or more of the following means, shown in priority order.

• Direct telephone calls and conversations (a total of 250 – 92.3% were directly spoken to). A minimum of four rounds of calls were conducted in order to attempt to obtain direct contact. Some were spoken to immediately, others required one or more follow-up attempts.

• Voice-Mail Messages: All that were not directly spoken to at each round of calls received detailed Voice-Mail messages with requests for a return call.

• E-Mail Messages: All that were not spoken to after the first two rounds of attempts also received detailed e-mail messages, along with the Voice-Mail messages described above. 3 additional employers were successfully contacted in this manner (1.1%).

2. 12 Youth Apprentices have been found who previously were not formally registered due to the school system not submitting completed youth apprenticeship agreements.

Wicomico County Public Schools (1 YA)

Baltimore City Public Schools (1 YA agreements pending)

Charles County Public Schools (1 YA)

Carroll County Public Schools (2 YA's)

Baltimore County Public Schools (7 YA's)

1 of the YA's found missing works for the BCPS School System

3. Four possible Youth Apprentices from a previous year was found who was not previously registered.

Carroll County Public Schools (1)

Caroline County Public Schools (2)

St. Mary's (1)

4. 3 School systems previously thought to have no YA's are now active in AMP.

Wicomico

Charles

Carroll

This also means these schools now have a more solid connection to MD Labor and their respective Navigator which will help reduce issues moving forward.

This will help us provide guidance on processes to MSDE and school systems to reduce issues moving forward.

5. Three Youth Apprentice from 2019 who are still with their employers

Spring and Associates: Talbot County PS

School still checks with the employer 1-2X a year for other hiring needs. Employer comment "they love him, he is great"

St. Mary's: Business name has changed, has one employer from 2019, "very happy with him and found him a permanent job on base."

Frederick: Keon Asamoah who works at Plamondon full time.

6. Two additional Youth Apprentices who are Registered as STA with the IEC.

Both with MCPS and they are the only MCPS YA's.

7. One employer who has had success with Youth Apprenticeship but needs help with recruitment of Registered Apprentices in Baltimore City.

As a result the employer has been connected to the appropriate Apprenticeship Navigator and the Business Solutions team for recruitment event support and hiring 8-20 apprentices.

They've also experienced success and challenges with YA and shared detailed examples.

• Have had 3 YA's, all registered STA.

• 2 have since left and 1 is still employed, doing very well and is completing his first year of RA while completing high school with Howard County Public Schools.

8. One employer who had not been contacted by the local school system, has been connected and may also be eligible to participate in a new RA Program being developed.

Harford County Public Schools

Especially critical because they have yet to register their first YA.

9. At least one new occupation now has Youth Apprentices:

CNA

10. Several employers who indicated that they had never been contacted by the school system(s) the indicated they wanted to work with.

11. Numerous employers who have been connected to the local schools but were not able to be provided with a Youth Apprentice.

12. Numerous employers who have requested to be reconnected to local schools and now have been reconnected.

13. Numerous employers working with schools and desire to hire YA's.

14. Several employers shut down temporarily due to COVID.

15. Numerous employers willing to participate in the survey (7 responses have been received to date).

1. **Legislative Update**

Deputy Assistant Secretary Erin Roth led this agenda item. She began by sharing the Departmental bill for the division this year, Senate Bill 205, which involves apprenticeship. It looks to reauthorize the division as a State Apprenticeship Agency (SAA) and to reauthorize the Maryland Apprenticeship and Training Council (MATC) with all of their duties and activities through 2034. A hearing was held before the Senate Finance Committee last week. A vote is planned for tomorrow, and I feel that it went well.

Erin Roth noted that, as a reminder, if anyone who is a part of the YAAC is looking to testify on legislation, please be sure that you note that you are representing your organization (and not this committee) so that you are in line with policy.

Legislation that was discussed included the following bills.

Senate Bill 318 – expose HS students to youth apprenticeship.

Senate Bill 420 – tracking to release contact information unless the parent opts out (regulations required).

Senate bill 422 – department not tracking but does involve CTE. The purpose is to have more youth drivers to overcome transportation barriers.

1. **Marketing Update – SAE 2020 Youth Apprenticeship and Community College Award Solicitations; SAE 2020 Supported Statewide Marketing Campaign**

Deputy Assistant Secretary Erin Roth noted that MD Labor developed a master plan last year (2020) consisting of our Goals, Target Audiences, Message Ideas, Product Ideas, and Distribution Points.

 Our three goals of this campaign:

1. Raise statewide awareness of and participation in Registered Apprenticeship (RA),
2. Promote the benefits of RA as a recruitment and retention strategy, and
3. Promote the advantages of apprenticeship as a career pathway and the wide range of occupational choices, with an emphasis on non-traditional occupations.

Deputy Assistant Secretary Erin Roth also noted that MD Labor will be re-launching its successful Apprenticeship Ambassador Program.

Jeffrey Smith shared that, with graduation approaching, MD Labor is preparing to distribute appropriate materials. The Department sends emails to schools for a list of apprentices with students. Also, for the third year, 3rd year – we provide cords (Maryland Apprenticeship). There are more in-person graduations that are scheduled to take place this year. I have previously attended quite a number of them.

MATP Director MacLarion noted that the Department authorized another order of youth apprenticeship pennants – purchase of 1000.

1. **Other Business**

The March meeting will be hybrid in-person/virtual. Thus, the next meeting date is **Wednesday, May 18, 2022 starting at 8 AM**.

MD Labor Assistant Secretary James Rzepkowski thanked the group on behalf of the Department.

The meeting adjourned at 9:57 AM.

1. Please note that some school systems did NOT have youth apprentices in the 2020-2021 academic year, but did the previous year. These systems elected not to offer work-based learning due the current COVID-19 State of Emergency. [↑](#footnote-ref-1)